

**MINUTES OF A REGULAR MEETING  
OF THE EPHRAIM CITY PLANNING COMMISSION  
EPHRAIM CITY BUILDING, 5 SOUTH MAIN, EPHRAIM, UTAH  
WEDNESDAY SEPTEMBER 8, 2021  
6:00 PM**

***Commission Members Present:*** Planning Commission Chair Lisa Murray, Jan Jonson, Darren Glather, Jane Mathisen, Stephen Cornelsen, Craig Rasmussen, Dennis Nordfelt

***Commission Members Present via Phone:*** None

***Commission Members Absent:*** None

***Staff Members Present:*** City Planner Devan Fowles, Community Development Director Bryan Kimball, Community Development Clerk Megan Spurling

***Others Present:*** Kevin Romney via Zoom, Mike Ballard via Zoom, Joe Gallagher via Zoom

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Planning Commission Chair Lisa Murray called the meeting to order at 6:00 p.m.

**APPROVAL OF MINUTES**

The Commission reviewed the minutes of the August 11, 2021 Planning Commission meeting.

***Planning Commission Member Darren Glather moved to approve the August 11, 2021 meeting minutes as presented. The motion was seconded by Planning Commission Member Craig Rasmussen. All were in favor. The motion carried.***

**PUBLIC MEETING**

**BUSINESS**

**Lot Split – Camino Verde Group: Preliminary review/approval for a proposed lot split at 455 W 100 N.**

City Engineer Bryan Kimball explained to the Planning Commission that this is an existing industrial building. It is just west of the Snow College West Campus. The lot split is making one lot into two and splitting off the two buildings. The building in front will remain the same. The shed in back will be split off into a different parcel. The intent is to be sold to a different owner. For now, the existing buildings will remain. Bryan asked Mike Ballard if the building will need new utilities or if they will use existing ones. Joe Gallagher from Camino Verde explained the plan is to request a meter be installed on the outside of the shop building. Commissioner Craig Rasmussen commented that the building will need to be rewired, Camino Verde Group is aware of this. This is in the original industrial business park that was developed by the city. There is no

current road there, eventually the city would like to see a future 400 West go through the parking lot if we can negotiate that with the college. All of the surrounding roads have pavement on them. Bryan gave an explanation of the road connections and what that will look like in the future. There is a chain link fence around the property. There is no adjacent residential zone, every parcel that touches this parcel is industrial, with the exception of the college. The lot meets the minimum lot size and frontage requirements. There will be two entrances, one is through an easement through the parking lot or a gate off of center street. Kevin Romney explained there will be a gate installed on the southern boundary of the parcel. Bryan stated that staff feels comfortable about this and gives their recommendation. There might be some minor adjustments when there is a final recording.

***Planning Commission Member Craig Rasmussen moved to recommend the City Council approve Camino Verde Group: Proposed subdivision plat amendment for The Estates at Ephraim Crossing subdivision. Planning Commission Member Stephen Cornelsen seconded the motion. All were in favor. The motion carried.***

**CUP – Kim Powell: Review/approval of an in-home preschool/kinder-prep school located at 481 S 440 E.**

Devan Fowles addressed the commission to explain this request. The applicant is in a residential zone and needs a conditional use permit. Traffic is a concern, in the past the commission has asked that pick-up and drop-up off times be staggered. Jan asked if there have been any concerns from neighbors, as of right now Devan said there have not been any concerns. Preschools do not require fencing. Devan explained that the applicant needs to follow state, federal and municipal requirements.

Lisa asked for specifications about the preschool. The applicant Kim Powell explained the property has been fully landscaped and a basement entrance will be used. The room in the basement will be used as a designated preschool. Entrance will be further back into the cul-de-sac and there will be a designated sidewalk leading to the entrance. Commissioner Jane Mathisen brought up that the start time will be different than the elementary so there will not be the congestion caused from that. Kim Powell stated there will be a maximum of 10 students per class. There will only be two morning sessions, two days a week.

***Planning Commission Member Stephen Cornelsen moved to recommend the City Council approve CUP – Kim Powell: Review/approval of an in-home preschool/kinder-prep school located at 481 S 440 E with the condition that all state and city regulations be followed. Planning Commission Member Darren Glather seconded the motion. All were in favor. The motion carried.***

**Travis Thompson: Discussion about developing property located at 235 S 400 W.**

Devan explained this property is between Skyline Builders and the Camino Verde Group development. It used to be a dirt road, but has since been chip sealed just South of the house farthest to the South on that road. The property is 7.86 acres. The applicant wants to do a

subdivision. Devan has explained the requirements of a subdivision to the applicant. Travis is looking for some feedback on what direction to go.

The frontage of the property would be 400 West and 300 West. Normally frontage is based on what the future roads are, not necessarily what is already in place. There is a plan for there to be a road all the way through on the east side of the property. If it went through the whole subdivision process typically the frontage would be both the east and west side of the property. Devan provided code for the Planning Commission to refer to for large lot subdivisions and what improvements need to be made. The applicant would like to have four large lots to have options for people who want more land and to have less impact on the city.

The applicant and the Planning Commission discussed several options for the property. Lot size, water concerns, surrounding properties, utilities, frontage on different sides of the property, future roads, what type of sidewalks would be required, corridor and right of way preservation were discussed. Large lot requirements were discussed at length. Bryan also explained to the applicant what is required for a bond, letter of credit and a deposit to escrow. He also explained that the developer is the one responsible to improve the frontage. Travis Thompson decided to consider his options and come back at a later date if he decides to develop the property.

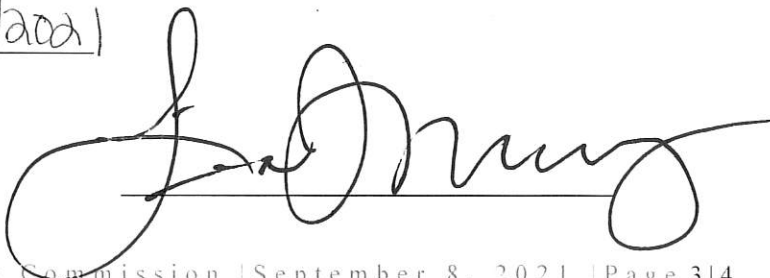
### ***PLANNER'S REPORT***

Devan stated that a couple of properties in town are being worked on to get things cleaned up. There have been multiple calls about several properties in town for possible development. Bryan explained that they will be meeting with the utility board about the moratorium on outside the city water connections. There are some things that could be adopted. It would allow water connections outside the city limits if it is deemed to have a surplus of water, if water rights are deeded in exchange and if a looped water line were installed to avoid a dead end line. Ephraim is not on mandatory water restrictions, just voluntary. Bryan has made some progress with the core of engineers. He will be meeting with them tomorrow. They awarded Ephraim a 2-million-dollar grant to retrofit the well north of town. Hoping to make some good progress on that. Things were delayed due to Covid, but some progress is starting to happen. The goal is to get the well online, replace some of the lines up the canyon and then work on the aquifer recharge.

### **ADJOURNMENT**

*Planning Commission Member Dennis Nordfelt moved to adjourn the meeting at 7:15 pm. Planning Commission Member Jane Mathisen seconded the motion. All were in favor. The motion carried.*

Minutes approved on: 9/22/2021

A large, stylized handwritten signature in black ink, likely belonging to Jane Mathisen, is written over a horizontal line.

*Lisa Murray, Chair*

*Attest:*

  
Megan Spurling, Community Development Clerk